

OEDA Meeting Board Minutes

December 8, 2017

121 N Main Street 2nd Floor Albion NY
Boardroom
8:00 a.m.

Draft

Members Present:

Paul Hendel, Chairman
Ken Rush, Assistant Treasurer
John DeFilippis, Assistant Secretary
Carol D'Agostino, Member

Members Absent:

John Misiti, Vice Chairman
Ken DeRoller, Secretary
Skip Draper, Treasurer

Also, Present:

Jim Whipple, CEO/CFO
Gabrielle Barone, Vice President Business Development
Diane Blanchard, Micro-Enterprise Business Coordinator
Kevin Zanner, OEDA Legal Counsel
Tom Rivers, Orleans Hub (joined the meeting at 8:55 a.m.)

The meeting was called to order by Chairman Paul Hendel at 8:00 a.m.

- I. Roll Call**----A quorum of the Board was present.
- II. Approval of Previous Board Meeting Minutes November 9, 2017 (Electronic)**

The November 9, 2017 Board meeting minutes were reviewed. A motion was made by Ken Rush to accept the meeting minutes as presented, seconded by Carol D'Agostino. Motion Passed.

III. Financial Reports

COIDA—The current Agency account balance as of 11/30/17 is \$38,210.50. All of the Agency accounts were discussed.

ORLF---The current ORLF account balance as of 11/30/17 is \$669,689.59. ORLF account/statements were reviewed.

Motion to accept the OEDA and ORLF financials made by Carol D’Agostino, seconded by John DeFilipps. Motion Passed. M1217-01.

PILOT Report---Diane reported that all PILOTs are current.

Consideration of the Proposed 2018 Budget----Jim presented the 2018 proposed budget, which was previously reviewed by the Board at the September 8, 2017 meeting. Jim reported that the County has approved the proposed budget, which includes a \$10,000 increase in County funding. Jim thanked the County for its continuing support of the Agency.

Motion to approve the proposed 2018 budget made by Ken Rush, seconded by Carol D’Agostino. Motion Passed. M1217-02.

IV. Executive Session

Motion to go into Executive Session to discuss the financial and credit history of a corporation and the proposed acquisition, sale or lease of real property, and to invite in staff, Jim Whipple and Counsel Kevin Zanner made by Carol D’Agostino, seconded by John DeFilipps. Motion Passed.

Motion to exit executive session made by Carol D’Agostino, seconded by Ken Rush. Motion Passed.

No action was taken during Executive Session or from the discussion in Executive Session.

V. Report of Committees/Departments

Business Development

Gabrielle presented an update to the Board regarding business development projects.

Takeform---- The WNY Power Proceeds Allocation Board has recommended the approval of \$150,000 in funding for the Takeform/ Quorum Group LLC expansion project. The Power Proceeds Allocation Board recommendation will be reviewed by the New York Power Authority, which has final approval authority over the funding. The company is still waiting for this approval.

Project Updates

Jim reviewed the current project list report with the Board. These are projects staff is currently working on and updates.

Niagara Food Specialties-USA – Jim reported on a recent meeting with the company and its architect. While the company’s OLRF loan commitment has

expired, the Board may be asked to renew the loan commitment, as the company now appears to be moving forward with the project again.

WNYE-Gas Main Project---Jim reported working with Western New York Energy and sending contacts for NYS Electric & Gas. Engineering work is underway.

Hotel Project--The Medina Planning Board issued a conditional approval of the project. The company continues to work on solidifying its funding sources for the project, including possible financing through the Bank of Castile.

ARG Disposal----Jim reported that the Agency forwarded documentation to the company for the sales tax exemption and is waiting for the company to complete and return the documentation so that the Agency can issue a sales tax letter.

MBP Infrastructure Project---Jim reported that the Agency is working with legal counsel to have the roads and sewers dedicated to the Village.

MBP Strategic Plan Project----The CFA has been submitted. CFA awards will be issued this month.

MBP Sanderson Road---Working with OC/Asbestos Survey complete.

WNYE 10 Years of Production---Jim reviewed with the Board a press release relating to the ten year anniversary of the WNYE's completion of its ethanol production facility at Medina Business Park.

Review of Letters of Support---None reviewed.

Federal Tax Reform Impacts---Jim presented an update from the NYS Economic Development Council (NYSEDC). The NYSEDC has been closely monitoring the status of the Federal Tax Reform. The House and Senate have both passed their respective bills. The House bill eliminates Private Activity Bonds, New Markets Tax Credits and Historic Tax Credits. The Senate bill keeps Private Activity Bonds and New Market Tax Credits, while reducing the Historic Tax Credit to 10%. Kevin explained the potential impact of the tax reform bills on economic development projects.

Facilities/Sites

Update on Holley Business Park Wetland Work—The ACOE conducted a site visit and determined that the wetland portion of the land needed for the fire road is an isolated wetland and can be filled. Jim indicated that the County will perform the wetland work.

Discussion on the Possible Use of Spare Office Jim reported on an inquiry about the office space located next to the Board room. Discussions with a potential user of the space are underway.

Legal—Nothing reported by Kevin Zanner.

MAP and LDC Report.

Diane reported the Fall MAP class graduated on November 14. Twelve participants received the certificate of completion. To date 474 Orleans County Residents have completed the MAP training. She reported the Sourced Market & Eatery business is having a grand opening on December 14th at 11:00 a.m. Board members are invited to attend. There will also be a meet and greet for A & J's Bakery & BBQ Catering at their Arnold Gregory office on December 16th.

The CFA grant for \$200,000 is complete. All the funds have been disbursed and 17 businesses were awarded grants.

The GOSC loan fund account as of 11/30/17 has a balance of \$181,453.49; the HUD unrestricted account has a balance of \$1702.23; the LDC money market account has a balance of \$115,663.38 and the LDC Grant loan fund has a balance of \$50,200.96.

Workforce Information---- Jim reported on an announcement from Senator Gillibrand's office regarding bipartisan legislation to promote vocational education & entrepreneurship, and train future workforce for 21st century economy.

VI. Unfinished Business

Discussion Regarding "Only In Orleans" Contractor/Supplier Data Base— Jim reported Mindful Media/Orleans County Economic Development Agency on December 7, 2017 launched a new website for local contractors, vendor and suppliers. OnlyinOrleans.com is where businesses with brick and mortar operations in Orleans County can now register to be included in the Agency's supplier and contractor database. The Agency will make the list available to any companies seeking local contractors or vendors and suppliers when building or expanding operations in Orleans County, New York.

VII. New Business

Consideration of the 2018 Staff Compensation Resolution

A Resolution was presented as follows:

RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY (“COIDA”) APPROVING THE COMPENSATION OF COIDA STAFF.

Resolution moved by John DeFilipps, seconded by Carol D’Agostino.

Roll Call:

Paul Hendel	Aye
Ken DeRoller	Absent
Ken Rush	Aye
John DeFilipps	Aye
Carol D’Agostino	Aye
Skip Draper	Absent
John Misiti	Absent

4 Ayes
0 Nays

Resolution Passed; Resolution attached. M1217-03.

Consider 2018 Contract with Orleans County—Jim and Kevin reported this is a contract between the Agency and the County for the County’s funding commitment to the Agency. It is executed on an annual basis following the County’s approval of funding. There are no changes to the terms of the contract other than the increased commitment from the County.

Motion to approve the 2018 contract with Orleans County made by Ken Rush, seconded by Carol D’Agostino. Motion Passed. M1217-04.

Consider Empire Fruit Extension Resolution

A Resolution was presented as follows:

RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY TO AUTHORIZE AN EXTENSION OF TIME FOR THE EMPIRE FRUIT, LLC EXPANSION PROJECT.

Resolution moved by Carol D’Agostino, seconded by Ken Rush.

Roll Call:

Paul Hendel	Aye
Ken DeRoller	Absent
Ken Rush	Aye
John DeFilipps	Aye

Carol D'Agostino	Aye
Skip Draper	Absent
John Misiti	Absent

4 **Ayes**
0 **Nays**

Resolution Passed; Resolution attached. M1217-05.

VIII. Adjournment

Motion to adjourn subject to Chairman's recall was made by Carol D'Agostino seconded by John DeFilipps. Motion Passed.

**Respectfully Submitted,
Diane Blanchard**